

**2024-0103**

**INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT  
(DEPARTMENT OF WATERWORKS)**

**ORDINANCE NO.** 24-3-11

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance 22-5-8, which approved the Professional Services Agreement with Principal Engineering, Inc., to perform A/E Services for Department of Waterworks East and West Bank Generators and Structure (Project No. WWKS 111), in the amount of \$135,259.00.

**WHEREAS,** Ordinance No. 22-5-8 adopted on May 2, 2022, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with Principal Engineering, Inc. to perform A/E services for Department of Waterworks East and West Bank Generators and Structure Project (Project No. WWKS 111), in the amount of \$217,350.00; and,

**WHEREAS,** the original scope of the project was to replace the existing generators at the East and West Bank water treatment plants with smaller generators; and, during the development of the project, larger generators, additional switch gear, feeders, and related equipment were required to provide the reliability and operational effectiveness of the treatment facilities; and,

**WHEREAS,** the scope change requires additional engineering; and,

**WHEREAS,** St. Charles Parish and Principal Engineering, Inc. have mutually agreed to increase the engineering services fee by \$135,259.00 for a total of \$352,609.00 to complete the work; and,

**WHEREAS,** the Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and Principal Engineering, Inc., describes the detail of the proposed services and compensation.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and Principal Engineering, Inc., for the A/E Services for Department of Waterworks East and West Bank Generators and Structure (Project No. WWKS 111), in the amount of \$135,259.00 to increase the overall contract value to \$352,609.00, is hereby approved and accepted.

**SECTION II.** That the Parish President is hereby authorized to execute said Amendment on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: MOBLEY, FONSECA, SKIBA, PILIE, COMARDELLE, O'DANIELS,  
FISHER, DEBRULER  
NAYS: NONE  
ABSENT: WILSON

And the ordinance was declared adopted this 18<sup>th</sup> day of March, 2024, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Bob Fisher  
SECRETARY: Michelle Spadaro  
DLVD/PARISH PRESIDENT: March 19, 2024  
APPROVED: ✓ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: Matthew Jewell  
RETD/SECRETARY: March 21, 2024  
AT: 2:50pm RECD BY: [Signature]

**AMENDMENT NO. 1 TO  
PROFESSIONAL SERVICES AGREEMENT FOR  
A/E SERVICES FOR DEPARTMENT OF WATERWORKS  
EAST AND WEST BANK GENERATORS AND STRUCTURE  
(PROJECT NO. WWKS 111)**

THIS AMENDMENT NO. 1 is made and entered into on this 4<sup>th</sup> day of April,

2024 BY AND BETWEEN:

**ST. CHARLES PARISH**, REPRESENTED HEREIN BY ITS DULY AUTHORIZED Parish President, Matthew Jewell, (hereafter sometimes referred to as "OWNER"), and

**PRINCIPAL ENGINEERING, INC.**, represented herein by Henry I. DiFranco, Jr., P.E., duly authorized by Corporate Resolution attached hereto (hereafter sometimes referred to as "ENGINEER"):

**WHEREAS**, Ordinance No. 22-5-8 adopted on May 2, 2022, by the St. Charles Parish Council approved and authorized the execution of a Professional Services Agreement with Principal Engineering, Inc. to perform A/E services for Department of Waterworks East and West Bank Generators and Structure Project (Project No. WWKS 111) in the amount of \$217,350.00; and,

**WHEREAS**, the original scope of the project was to replace the existing generators at the East and West Bank water treatment plants with smaller generators; and, during the development of the project, larger generators, additional switch gear, feeders, and related equipment were required to provide the reliability and operational effectiveness of the treatment facilities; and,

**WHEREAS**, St. Charles Parish and Principal Engineering, Inc. have mutually agreed to increase the engineering services fee by \$135,259.00 to a total \$352,609.00 to complete the work; and,

**Changes to the Contract Attachments are as follows:**

**IN ATTACHMENT "A"**

**Replace the following verbiage in Attachment "A".**

**EAST BANK**

The original scope for the East Bank Plant was to replace the existing generator with 1 or 2 generators with more appropriately sized units. The scope included the following:

1. Electrical service and all relative panels, MCCs, and motors will be reviewed for a load study.
2. Coordination will be required with plant operators to determine which motors are no longer being used and which motors operate in sequence or simultaneously.
3. Evaluation of existing automatic transfer switch.
4. Evaluation of existing main electrical service switchgear.
5. Replacement or Upgrade of existing ATS. The existing ATS appears to be in satisfactory condition. However, if paralleled generators are installed, the ATS lineup may have to be replaced with 2-ATS's.
6. Sizing of generators to properly operate the plant under "real" load conditions.

7. An alternative consideration will be to size two generators to operate individually or in parallel when needed. This will allow the greater variance in required generator capacity and allow for generator maintenance if required to be offline.

After meetings and discussions on site, the design scope has changed to the following:

1. Electrical review, evaluation, and coordination with plant operators has remained the same.
2. The single oversized generator will be replaced with 2-500KW units.
3. The existing ATS will be abandoned in place and used as a “main disconnect”.
4. Installation of 4-ATS’s vs. 2-ATS’s.
5. Each MCC feeder will require a separate ATS.
6. Feeders of each MCC must be intercepted and rerouted over to new ATS locations near the main switchgear house.
7. It has been requested to keep the plant on-line (as feasible as possible) with minimal down time for electrical cut over of each feeder and ATS.
8. Phasing and installations are extremely difficult without having sustained outages.
9. It has been determined the existing underground feeders to the existing MCC’s are all encased in concrete below grade.

## **WEST BANK**

The original scope for the West Bank Plant was to replace the existing generator with 1 or 2 generators with more appropriately sized units. The scope included the following:

1. Electrical service and all relative panels, MCCs, and motors will be reviewed for a load study.
2. Coordination will be required with plant operators to determine which motors are no longer being used and which motors operate in sequence or simultaneously.
3. Evaluation of existing automatic transfer switches.
4. Evaluation of existing main electrical service switchgear.
5. Reuse of existing 2-ATS’s. Existing ATS’s appear to be in satisfactory condition.
6. Sizing of generator to properly operate the plant under “real” load conditions.

After meetings and discussions on site, the design scope has changed to the following:

1. Electrical review, evaluation, and coordination with plant operators has remained the same.
2. The single oversized generator will be replaced with 2-500 KW units.
3. The existing ATS’s will be removed and replaced with new ATS’s.
4. Each MCC feeder will be reconnected to the new ATS’s.
5. It has been requested to keep the plant on-line (as feasible as possible) with minimal down time for electrical cutover of each feeder and ATS.
6. Phasing and installations are extremely difficult without having sustained outages.
7. The existing feeders are overhead, so it helps with installation and cut over, however, the generators feeders are approximately 180-200 linear feet which will result in additional costs.

## **IN ATTACHMENT “C”**

**Replace the following verbiage in Attachment “C”.**

**BASIC SERVICES:**

Basic Service A/E Fees are established utilizing the State of Louisiana Facility Planning and Control (FP&C) 2021 Fee Formula/Curve, Attached as Attachment C-1. The new Opinion of Probable Construction Cost for both plants is \$4,524,272.50. Using the LA FP&C fee curve, the fee percentage is 7.8%. Therefore, the Basic Services Fee is 7.8% of \$4,524,272.50 which is equal to \$352,609. The Basic Services Fee is a Lump Sum (LS) fee payable upon a percentage complete of each phase of the project through construction.

FP&C Curve Fee (100%) - \$352,609.00 (LS)

The Basic Services Fee is proportioned as follows:

Preliminary Design Phase (25%) - \$ 88,152.25  
(LS) Design Phase (45%) - \$158,674.05  
(LS)  
Bidding Phase (5%) - \$ 17,630.45 (LS)  
Construction Phase (20%) - \$ 70,521.80  
(LS) Record Drawing Phase (5%) - \$ 17,630.45  
(LS)

THUS DONE AND SIGNED in the presence of the undersigned competent witnesses, on this 4<sup>th</sup> day of April, 2024.

Witnesses:

Kary Morysey  
John R. Anichard

ST. CHARLES PARISH

By: Matthew Jewell  
Matthew Jewell  
Parish President

Date: 4-4-24

John H. DiFranco

PRINCIPAL ENGINEERING, INC.

By: Henry I. DiFranco, Jr.  
Henry I. DiFranco, Jr., P.E.  
President

b. free

Date: 4-4-24

## ATTACHMENT E

### ENGINEERING SERVICES AMENDMENT REQUEST FOR:

#### EAST and WEST BANK WTP GENERATORS & BUILDING STRUCTURES MODIFIED SCOPE OF SERVICES ST. CHARLES PARISH, LOUISIANA December 20, 2023

### I. INTRODUCTION

The original scope of the project was to replace the existing generators at the East and West bank WTP's with smaller generators. The scope of the project has evolved greatly since the scope was first established. Follow up meetings, site visits, plan reviews, and discussions have taken place since this first scope was developed. Below is an outline of the scope of work for each site explaining the original design intent versus the latest design intent.

### II. SCOPE OF SERVICES

#### EAST BANK

The original scope for the East Bank Plant was to replace the existing generator with 1 or 2 generators with more appropriately sized units. The scope included the following:

1. Electrical service and all relative panels, MCCs, and motors will be reviewed for a load study.
2. Coordination will be required with plant operators to determine which motors are no longer being used and which motors operate in sequence or simultaneously.
3. Evaluation of existing automatic transfer switch.
4. Evaluation of existing main electrical service switchgear.
5. Replacement or Upgrade of existing ATS. The existing ATS appears to be in satisfactory condition. However, if paralleled generators are installed, the ATS lineup may have to be replaced with 2-ATS's.
6. Sizing of generators to properly operate the plant under "real" load conditions.
7. An alternative consideration will be to size two generators to operate individually or in parallel when needed. This will allow the greater variance in required generator capacity and allow for generator maintenance if required to be offline.

After meetings and discussions on site, the design scope has changed to the following:

1. Electrical review, evaluation, and coordination with plant operators has remained the same.
2. The single oversized generator will be replaced with 2-500KW units.
3. The existing ATS will be abandoned in place and used as a "main disconnect".
4. Installation of 4-ATS's vs. 2-ATS's.
5. Each MCC feeder will require a separate ATS.
6. Feeders of each MCC must be intercepted and rerouted over to new ATS locations near

the main switchgear house.

7. It has been requested to keep the plant on-line (as feasible as possible) with minimal down time for electrical cut over of each feeder and ATS.
8. Phasing and installations are extremely difficult without having sustained outages.
9. It has been determined the existing underground feeders to the existing MCC's are all encased in concrete below grade.

The original conceptual opinion of probable construction cost is:

(2) 500KW Generators & ATS's	\$ 700,000
Wire/Misc. Materials	\$ 100,000
Building Structure	\$ 200,000
Labor	\$ 25,000
<u>+/-15% contingency</u>	<u>\$ 153,750</u>
Subtotal	\$1,178,750
<u>OH (15%)</u>	<u>\$ 176,812.50</u>
Subtotal	\$1,355,562.50
<u>Profit (10%)</u>	<u>\$ 135,556.25</u>
<b>Total Estimate</b>	<b>\$1,491,118.75</b>

The revised, final design opinion of probable construction cost is now:

(2) 500KW Generators & ATS's	\$1,300,000
Wire/Misc. Materials	\$ 95,000
Building Structure	\$ 200,000
Labor	\$ 90,000
<u>+/-15% contingency</u>	<u>\$ 252,750</u>
Subtotal	\$1,937,750
<u>OH (15%)</u>	<u>\$ 290,662.50</u>
Subtotal	\$2,228,412.50
<u>Profit (10%)</u>	<u>\$ 222,841.25</u>
<b>Total Estimate</b>	<b>\$2,451,253.75</b>

## **WEST BANK**

The original scope for the West Bank Plant was to replace the existing generator with 1 or 2 generators with more appropriately sized units. The scope included the following:

1. Electrical service and all relative panels, MCCs, and motors will be reviewed for a load study.

2. Coordination will be required with plant operators to determine which motors are no longer being used and which motors operate in sequence or simultaneously.
3. Evaluation of existing automatic transfer switches.
4. Evaluation of existing main electrical service switchgear.
5. Reuse of existing 2-ATS's. Existing ATS's appear to be in satisfactory condition.
6. Sizing of generator to properly operate the plant under "real" load conditions.

After meetings and discussions on site, the design scope has changed to the following:

1. Electrical review, evaluation, and coordination with plant operators has remained the same.
2. The single oversized generator will be replaced with 2-500 KW units.
3. The existing ATS's will be removed and replaced with new ATS's.
4. Each MCC feeder will be reconnected to the new ATS's.
5. It has been requested to keep the plant on-line (as feasible as possible) with minimal down time for electrical cutover of each feeder and ATS.
6. Phasing and installations are extremely difficult without having sustained outages.
7. The existing feeders are overhead, so it helps with installation and cut over, however, the generators feeders are approximately 180-200 linear feet which will result in additional costs.

The original conceptual opinion of probable construction cost is:

(2) 350KW Generators & ATS's	\$ 600,000
Wire/Misc. Materials	\$ 100,000
Building Structure	\$ 150,000
Labor	\$ 20,000
<u>+/-15% contingency</u>	<u>\$ 130,500</u>
Subtotal	\$1,000,500
<u>OH (15%)</u>	<u>\$ 150,075</u>
Subtotal	\$1,150,575
<u>Profit (10%)</u>	<u>\$ 115,057</u>
<b>Total Estimate</b>	<b>\$1,265,632</b>

The revised, final design opinion of probable construction cost is now:

(2) 500KW Generators & ATS's	\$1,050,000
Wire/Misc. Materials	\$ 100,000
Building Structure	\$ 200,000
Labor	\$ 75,000
<u>+/-15% contingency</u>	<u>\$ 213,750</u>
Subtotal	\$1,638,750
<u>OH (15%)</u>	<u>\$ 245,812.50</u>

Subtotal	\$1,884,562.50
<u>Profit (10%)</u>	<u>\$ 188,456.25</u>
<b>Total Estimate</b>	<b>\$2,073,018.75</b>

**III. PROPOSED FEE**

**A. BASIC FEE**

The new Opinion of Probable Construction Cost for both plants is \$4,524,272.50. Using the LA FP&C fee curve (Exhibit A), the fee percentage is 7.8%. Therefore, the Basic Services Fee is 7.8% of \$4,524,272.50 which is equal to \$352,609.

**B. SUPPLEMENTAL SERVICES**

No additional supplemental services are requested in this proposal.

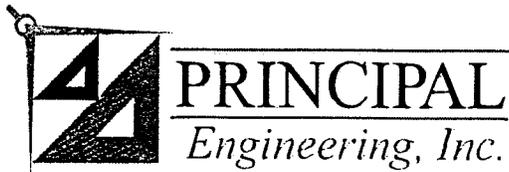
**C. TOTAL ENGINEERING FEE**

The anticipated total engineering basic services fee for this new scope of services is \$352,609.

Proposed Basic Services Fee	\$352,609.00
Less Present Fee	<u>\$217,500.00</u>
Proposed Additional Basic Services Fee	\$135,109.00

The Basic Services Fee is proportioned as follows:

Preliminary Design Phase (25%)	-	\$ 88,152.25 (LS)
Design Phase (45%)	-	\$158,674.05 (LS)
Bidding Phase (5%)	-	\$ 17,630.45 (LS)
Construction Phase (20%)	-	\$ 70,521.80 (LS)
Record Drawing Phase (5%)	-	\$ 17,630.45 (LS)




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 1011 N Causeway Blvd, Suite 19 ♦ Mandeville, Louisiana 70471 ♦ Phone: 985.624.5001 ♦ Fax: 985.624.5303
 

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## EXHIBIT C CY 2021 RATES AND DIRECT EXPENSE SCHEDULE

### BILLABLE RATES PER EMPLOYEE CLASSIFICATION

CLASSIFICATION	BILLABLE RATE
Principal Architect/Engineer (Licensed)	\$210.00
Engineer IV (Senior - Licensed PE)	\$180.00
Engineer III (Mid - Licensed PE)	\$170.00
Engineer II (Junior - Licensed PE)	\$140.00
Engineer I (Graduate Engineer/EI)	\$110.00
Senior Architect (Licensed Architect)	\$170.00
Project Architect (Licensed Architect)	\$150.00
Construction Manager (BS)	\$140.00
Engineering Technician III (BS)	\$130.00
Engineering Technician II (BS)	\$120.00
Engineering Technician I	\$115.00
CAD Technician IV	\$110.00
CAD Technician III	\$95.00
CAD Technician II	\$80.00
CAD Technician I	\$70.00
Resident Inspector	\$72.00
Office/Business Manager	\$80.00
Clerical/Administrative	\$60.00

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**DIRECT EXPENSE**

ITEMS	BILLABLE RATE
Mileage	\$ .56 per Mile
In-House Bond Plots 24x36	\$1.00 per sheet
Outsourced Printing & Binding	Actual Cost
In-House B&W Printing 8.5x11	\$.10 per sheet
In-House Color Printing 8.5x11	\$.40 per sheet
In-House B&W Printing 11x17	\$.15 per sheet
In-House Color Printing 11x17	\$.60 per sheet
Parking	Actual Cost
Tolls	Actual Cost
Binding w/ comb, clear cover and vinyl backing (printing not included)	\$5.00 per set
Card Stock Printing 8.5x11	\$.50 per sheet
Postage	Actual Cost



## ATTACHMENT E-2

### EXHIBIT "A"

State of Louisiana - Facility Planning and Control Fee Calculation

Project Name SCP East and West Generators

Date 6/7/2023

A.	Enter the <b>Available Funds for Construction</b>	<b>\$4,524,273</b>	data entry
B.	Enter the <b>Renovation Factor</b> (if not applicable, enter '1')	1.00	data entry
C.	Enter the <b>subject year</b> for cost index data (prior year)	2019	data entry
D.	The Building Cost Index for the subject year is	6136	from table
E.	The Consumer Price Index for the subject year is	255.700	from table
F.	The BCI for the reference year (1975) was	1306	constant
G.	The CPI for the reference year (1975) was	53.8	constant
H.	The BCI ratio is	0.212842	F / D
I.	The CPI ratio is	4.752788	E / G
J.	The adjusted AFC for the reference year (1975) is	\$962,956	A x H
K.	Log [1975 AFC] =	5.983607	log [J]
L.	The adjusted fee percentage using a numerator of 46.10 =	7.704384%	46.10 / K %
M.	The adjusted fee amount for the reference year is	\$74,190	L x J
N.	The adjusted base fee for the subject year is	\$352,609	M x I
O.	<b>TOTAL FEE (including Renovation factor, if any) =</b>	<b>\$352,609</b>	N x B
P.	Fee as a percentage of the AFC =	7.7937%	O / A %

Year	BCI	CPI	4876881.1
1975	1306	53.8	
2013	5278	233.000	
2014	6136	255.7	

## CORPORATE RESOLUTION

EXCERPT FROM THE MINUTES OF THE ANNUAL MEETING OF THE SHAREHOLDERS AND BOARD OF DIRECTORS OF PRINCIPAL ENGINEERING, INC.

AT THE ANNUAL MEETING OF THE SHAREHOLDERS AND BOARD OF DIRECTORS OF PRINCIPAL ENGINEERING, INC., DULY NOTICED AND HELD ON DECEMBER 4, 2023 A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED.

IT WAS THEREFORE RESOLVED,

THAT HENRY I. DIFRANCO, JR., PRESIDENT OF PRINCIPAL ENGINEERING, INC.; WHO IS ALSO THE CHAIRMAN, SECRETARY AND TREASURER OF THE BOARD OF DIRECTORS OF PRINCIPAL ENGINEERING, INC., BE AND IS APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS AND TRANSACTIONS WITH THE PARISH OF ST. CHARLES OR ANY OF ITS AGENCIES, DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES, CONTRACTS AND ACTS AND TO RECEIVE AND RECEIPT THEREFORE ALL PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE AND CORRECT COPY OF AN EXCERPT OF THE MINUTES OF THE ABOVE DATED MEETING OF THE BOARD OF DIRECTORS OF SAID CORPORATION, AND THE SAME HAS NOT BEEN REVOKED OR RESCINDED.

  
PRESIDENT, SECRETARY & TREASURER

February 21, 2024

DATE